

**Financial and Administrative Services Department  
Purchasing Office**

P. O. Box 1088, Austin, TX 78767

August 17, 2004

Sent by email: 8/17/04

Ms. Robena Jackson, President  
Group Solutions RJW  
314 E. Highland Mall Blvd., Ste. 305  
Austin, TX 78752-3713

Re: Solicitation No. - RH04300044  
Project Description: Public Information and Community Services

Dear Ms. Jackson:

The Austin City Council approved the execution of a 30-month service agreement with your company for public information and related services in accordance with the above-referenced solicitation.

Date of Award: August 12, 2004  
Contract No.: S040358  
Dollar Value: Not-to-exceed \$93,421.25  
Contract Term: August 17, 2004 thru February 16, 2007  
Agenda Item No.: 17  
Agenda Date: August 12, 2004

A copy of the proposal and best and final offer submitted by your company including all contract terms and conditions will be forwarded by mail. Thank you for your interest in doing business with the City of Austin. If you have any questions regarding this contract, please contact the Contract Manager, Susan Janek, Public Works Department at 512-974-7291.

Sincerely,



Rick Fudge, Supervising Senior Buyer  
Purchasing Office  
Finance and Administrative  
Services Department

cc: Susan Janek, Public Works